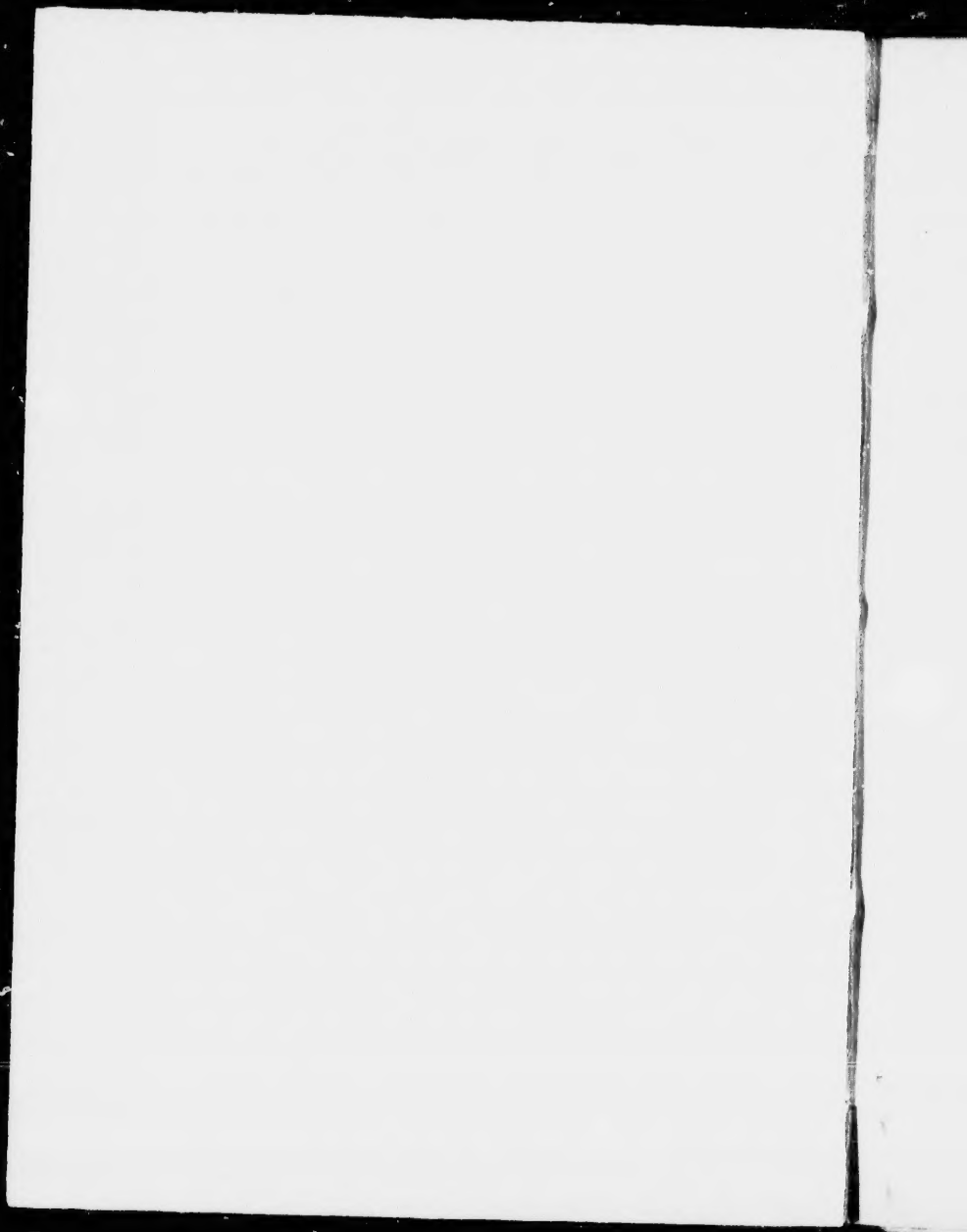




OTTAWA

Collegiate Institute Lyceum,

ESTABLISHED 15TH NOVEMBER, 1878.

Hic patet ingenii campus.

OTTAWA :
PRINTED BY PAYNTER & ABBOTT,
1896.

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CONSTITUTION.

Section I.—Name and Object.

This society shall be known as the Ottawa Collegiate Institute Lyceum. The object of this society shall be the encouragement of Literary and Scientific pursuits among its members by discussions original essays and readings.

Section II. —Membership.

This society shall consist of honorary and of ordinary members.—Persons whose names have been proposed by at least ten members at a previous meeting at which written reasons were given showing the special services rendered to the Society by the candidates for election may be elected honorary members by the unanimous vote of the Society. Candidates for ordinary membership having been previously nominated shall be voted for by show of hands at the ensuing meeting, the votes of ($\frac{3}{4}$) three-fourths of the members voting shall suffice for their election. Each ordinary member is required to pay a semi-annual fee of 10 cents within one month after notification by the Treasurer. Honorary members may become ordinary members eligible for an office on payment of usual fee.

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Section III.—Officers.

This society shall have for officers, a president, two vice-presidents, a secretary, a treasurer, a keeper of records, a critic, and an executive committee of seven members, (two ladies and five gentlemen) including the president.

Section IV.—President.

It shall be the duty of the President to preside at all meetings of the Society, to preserve order, and to deliver an inaugural address.

Section V.—Vice-Presidents.

It shall be the duty of one of the Vice-Presidents to preside during the absence of the President and during such absence to perform the duties of that office; and in the absence of the President and Vice-Presidents a chairman shall be elected to conduct the business of the meeting.

Section VI.—Secretary.

It shall be the duty of the Secretary to keep the minutes of the Society, to register the names of the members, to issue all notices required, to conduct such correspondence as by resolution may be ordered and to present a report at the end of his term of office.

Section VII.—Treasurer.

It shall be the duty of the Treasurer to keep an account of all moneys received and expended, to present a report at the end of his term of office and at such other times as the society may require

Section VIII.—Keeper of Records.

It shall be the duty of the Keeper of Records to keep and to preserve carefully for reference any documents intrusted to him by the Society and to present a report at the end of his term of office.

Section IX.—Critic.

It shall be the duty of the Critic to criticize at each regular meeting the programme, proceedings and such other matters relating to the Society as he may deem advisable.

Section X.—Executive Committee.

It shall be the duty of the Executive Committee (whereof four shall form a quorum) to provide a place for holding meetings, to prepare programmes, to select suitable subjects for debate, to appoint six or four members (three or two on each side) to conduct the debate, to arrange the affirmative and negative sides, to give written notice to each speaker at least two weeks in advance and to control the appointment and dismissal of the editor of the "Vox Lycei" of their term of office. It shall also be their duty to appoint open meetings and to

call a special meeting when necessary by giving not less than (48) forty-eight hours notice. It shall also be their duty to bring in a report of their meetings with the names of those present and date of meeting attached thereto and present a report at the end of their term of office.

Section XI.—Election of Officers.

The election of President, First and Second Vice-Presidents shall take place at the first meeting after the midsummer holidays: The election of Secretary, Treasurer, Keeper of Records, and the Executive Committee shall take place after the Christmas and Midsummer holidays respectively; the election of the Critic shall take place at the first meeting after the Midsummer holidays and at the first meeting after the Christmas holidays.

The President, First and Second Vice-Presidents shall be elected from pupils in the school and shall continue in that capacity during four meetings when the president shall give way to the First Vice-President and the First Vice-President to the Second Vice-President, and the office of Second Vice-President shall be filled by election. The vote shall be by ballot and a majority of the members present shall be necessary to secure an election.

In the event of the death or of the accepted resignation of any officer; or of absence for one month from the discharge of his duties without accounting for it his office shall be declared vacant and shall be filled as provided for above.

Section XII.—Meetings.

At all members shall form a meetings fifteen quorum.

Section XIII.—Duty of Members.

Any member appointed to debate shall do so or find a substitute satisfactory to the Executive Committee.

Section XIV.—Decision of Debates,

All debates shall be decided by persons appointed by the Executive Committee.

Section XV.—Amendments.

(1) Alterations in the constitution may be made after a report of a committee appointed by the Lyceum to enquire into the suggested changes is presented.

(2) No alterations shall take place without receiving a two thirds vote of the members present.



BY-LAWS.

I. The order of business at the ordinary and open meetings of the Society shall be as follows :—

(a.) The minutes of the previous meeting read and confirmed and signed by the chairman.

(b.) Business arising out of the minutes.

(c.) Election of candidates for admission (previously nominated.)

(d.) Nomination of candidates for admission.

(e.) Communications received since last meeting.

(f.) Exercises of the evening.

(g.) Business from the Executive Committee.

(h.) Announcements for the next meeting.

(i.) Notices of motion.

(j.) New business.

II. The following motions shall be in order at any time :—

(a.) To adjourn the meeting.

(b.) To postpone the discussion.

III. The following time shall be allowed in the order of business :—

- (a.) Twenty minutes to the essayist.
- (b.) Fifteen minutes to the reader.
- (c.) Ten minutes to each speaker.
- (d.) Five minutes to the leaders for their replies at close of debate.
- (e.) At open meetings fifteen minutes shall be allowed to each speaker and five to the leaders at the close.

IV. Every motion except a motion to adjourn and every notice of a motion before being offered to the Society shall be put in writing by the mover.

V. Any by-law may be suspended for one meeting by a majority of the members present at that meeting.



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